

EMPLOYEE TRAINING RECORD		
TRAINING TITLE   Save Lives with Lockout		
<p style="text-align: center;"><b>KEY TEACHING POINTS</b></p> <ul style="list-style-type: none"> <li>• Lockout procedures are designed to prevent injuries and deaths caused by accidental start-up of equipment during maintenance or servicing. It is estimated that lockout requirements save 122 lives and prevent 28,000 lost workday injuries each year. It's likely that well over 800 lives have been saved since federal regulations went into effect. That's more than 800 people who still go home to their families, friends, and loved ones; people who are there for the ones who depend on them. Lockout works. It saves lives. Yet unfortunate tragedies do still occur, but many of them could be prevented if the lockout is applied correctly.</li> <li>• In order to lockout correctly, you must be aware of all the energy sources. These sources may include electrical, pneumatic, hydraulic, mechanical, thermal, chemical, and the force of gravity. It is important to remember that all of the energy sources must be isolated and rendered inoperative. Overlooking an energy source has proven fatal on several occasions.</li> <li>• In order to isolate and render inoperative an energy source, an energy isolating device must be locked in place, or in certain cases, labeled with a tag warning against start-up of the equipment until servicing is finished. Stored energy sources, such as pressure, springs, and electricity contained in capacitors, must be released or otherwise rendered safe before servicing the equipment. Every person who will be working on the equipment applies a lock to each energy isolating device.</li> <li>• After locks are applied, an attempt to re-start the equipment must be made to verify the equipment cannot be restarted before the servicing begins. After servicing, each person who placed a lock must remove it before the equipment is started.</li> <li>• Because the City has many varying operations, there may be variations in the lockout procedures used by each facility. Ask your supervisor to show you your area's specific lockout procedure. Review the lockout section of the City Injury and Illness Prevention Program.</li> </ul> <p><b>REMINDER:</b> Lockout/Tagout is only effective if it is used correctly every time.</p>		
TEST		
QUESTION	ANSWERS	
	TRUE	FALSE
1 Lockout/Tagout is only effective if it is used correctly every time.		
2 Lockout procedures are designed to prevent injuries and deaths caused by accidental start-up of equipment during maintenance or servicing.		
3 Every person who will be working on the equipment applies a lock to each energy isolating device.		
4 Ask your supervisor to show you your area's specific lockout procedure.		
5 Energy sources may include electrical, pneumatic, hydraulic, mechanical, thermal, chemical, and the force of gravity.		
EMPLOYEE'S NAME	EMPLOYEE'S SIGNATURE	DATE
INSTRUCTOR'S NAME	INSTRUCTOR'S SIGNATURE	DATE

1. True 2. True 3. True 4. True 5. True